

The **COES Mentoring Program December 2010 Mentee Newsletter** contains information on resources, upcoming events, mentoring tips and other items of interest to help you be successful.

* **Making a List...** This time of year, you may be thinking about your Christmas wish list. But there is another type of list you need to maintain - a list of potential external reviewers and evaluators for grants, publications, your tenure and promotion dossier, etc. These people will need to know about your work and contributions to the field. Talk with your Mentor about ways you can start to build your list now!

* **...and Increasing your Visibility.** One way to help ensure that other people in your field will be familiar with your work is to increase your visibility. That means you need to capitalize on opportunities to be seen and heard outside of our campus. Attending conferences and giving a short talk is not enough! Volunteer to co-chair a session or moderate a panel. Attend the business meeting. Run for an office. Review conference publications. I have never seen a professional organization with enough volunteers! Contact NSF (or another federal agency, if appropriate) and inquire about serving as a reviewer. Not only will you greatly enhance your own grant writing skills, but you will meet other people in your field. And virtually all of these activities will also count as meaningful service, as well as give you opportunities to develop leadership skills.

* **Enjoy the campus during the holiday season.** There are a variety of special events during the month of December on campus. Take advantage of the opportunity to enjoy some of these!

Mentoring Tip for December * There is a *great* Mentoring Checklist from University of Delaware that is full of ideas for topics, career planning, strategies to prepare you for your tenure and promotion review, etc. It is organized by year (first year faculty member, 2nd year, etc.). Check it out online at: <http://www.engr.udel.edu/mentoring/downloads/MentoringChecklist.pdf>

Questions? Contact the OWISE Office at 257-2101 or advance@latech.edu.